



Regular Board Meeting
Wednesday November 08, 2023 6:00 PM

The Town of Big Lake Board of Supervisors met in regular session, at 6:00 PM, on Wednesday November 08, 2023, at the Town of Big Lake Town Hall, located in the Big Lake Township's Lions Park Community Center, at 21960 County Road 5 NW, Big Lake Township, Sherburne County, State of Minnesota. The meeting was called to order by Chair Bruce Aubol and the Pledge of Allegiance was recited. Vice-Chair Dean Brenteson, Supervisor Larry Alfords, Supervisor Laura Hayes, Supervisor Mark Hedstrom, Treasurer Kenneth Warneke, Clerk Brenda Kimberly-Maas, Treasurer Assistant Becky Guthrie and news reporter were in attendance.

Approval of Meeting Agenda

Motion/Second to accept the presented Agenda by: Hayes/Brenteson. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. Motion Prevailed. The meeting proceeded in accordance with the presented agenda.

Approval of Consent Agenda

The Consent Agenda consists of: A) Approval of Minutes Regular meeting of 10/25/2023. B) Approve List of Claims & Payroll presented. C) Authorize staff to pay normal expenses due between 11/08/-2023 and 12/13/2023 meetings. Motion/Second to Approve consent agenda by: Hayes/Hedstrom. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None Opposed. Motion Prevailed.

Open Forum

Rich Willems, 17701 224th Ave. NW, Big Lake, was present to discuss a letter he received about the installation of delineators within the right-of-way adjacent to his property. He stated he had installed the fiberglass delineators to assist the plow drivers on the location of the roadway. Mr. Willems stated the plows have gone off the road and caused damage to planted grass and sprinkler heads. The town's snow removal policy states that delineators are not to be installed to ensure snow storage is well off the road. Supervisor Hedstrom said he realized metal stakes are dangerous to snow removal equipment, but the fiberglass delineators should not pose a problem for snow removal. Supervisors Alfords and Brenteson noted that a call from a resident in the development was received, whose concern was that where delineators had been installed the previous snow season, the road narrowed because plow drivers steered clear of the delineators. The supervisors told Mr. Willems that the installation of delineators of any kind, hinders snow removal. The perception is the roadway is further away from the delineators and drivers move towards the middle of the road. Then snow isn't pushed off far enough, the traveling area of the road narrows, and as snow melts it tends to run back on the road and freeze. Mr. Willems was told that the delineators need to be removed and he assured the board he would do so.

Snow removal contract – JME 2023 -24 season

Clerk Maas presented a snow removal contract for the 2023 – 24 snow season, between the town and JME of Monticello. JME will be responsible for removing snow on certain town roads mainly south of HWY 10. The board reviewed the contract and JME rates.

Motion/second approving JME rates and authorized entering into the snow removal contract with JME for the 2023 – 24 snow season by Alford/Hedstrom. All supervisors in attendance approved. Motion prevailed.

2023 Road Mileage - Certification

Clerk Maas presented the 2023 road mileage sent by Sherburne County GIS. In order for allocation of road account funds, the board is required to certify the mileage. Only roads which have been traveled by the public and maintained by the town are allowed to be certified. The road committee reviewed the information prior to the meeting and recommended the board certify 81.75 miles by the November 9, 2023 deadline.

Motion/second certifying the 2023 road mileage as 81.75 miles by Aubol/Hayes. All supervisors in attendance approved. Motion prevailed.

Meadow Estates North FINAL Plat review comments and developer's agreement

Dan Berning of Ziegler Custom Homes was present as the board reviewed the FINAL plat of his new development, Meadow Estates North. The one concern of the board was with the Plat of Meadow Estates South – which was not being reviewed. The board requested the clerk make comment that the road name of 174th St be continued from Meadow Estates North, through Roslyn Addition and Meadow Estates South to its termination at County Road 83.

The board recommended approval of Meadow Estates North FINAL Plat.

The board reviewed the developer's agreement for Meadow Estates North. Treasurer Warneke noted final numbers were still being calculated. The board had no other concerns on the developer's agreement.

Motion/second to enter into the presented developer's agreement contingent on final numbers being calculated by: Alford/Hayes. Approved by: Alford, Aubol, Brenteson, Hayes, and Hedstrom. None opposed. Motion prevailed.

E911 Address signs

Supervisor Hedstrom brought forth some examples of E911 signs which were peeling, discolored, and non-compliant in their placement which he sees which are on his mail route. He asked if on the spring road tour a listing of non-compliant E911 signs was compiled and if the board had decided to move forward with purchasing and installing new E911 signs for all residences. Clerk Maas stated she was able to list several signs in need of replacement during spring road tour but many were missed, as well. Supervisor Alford noted the road tour doesn't involve county roads in the township, since the group is mainly looking at the conditions of the road surfaces, shouldering, and signs on the township roads. Supervisor Hedstrom suggested the board consider using ARPA funds in a blanket replacement of all E911 signs, as was done in Becker township. He noted that ARPA funds could be used for this purpose. There are roughly 2600 residences in the township and the cost for a sign, post, hardware, and installation would cost \$150 - \$200 each. Supervisor Brenteson stated he wasn't sure this would be a good use of the ARPA funds. The board felt that there are many signs which need to be reviewed including E911, street name, regulatory, warning, and other road signs for placement, markings, and reflectivity and recommended an ad hoc committee be formed. Members of the ad hoc sign committee are Supervisor Brenteson and Supervisor Hedstrom.

Roads

Road committee members met to review the findings from the fall road tour. Maps were marked for brushing and trimming. The committee is working with William Tessmer to identify roads for 2024 overlay work and update township maps. TW Hauling and Driveway Services will be working on winter brushing and trimming. Striping of 205th Av ultra-thin bituminous wear course overlay is complete.

Supervisor Updates

Supervisor Hayes reported she and Supervisor Hedstrom met to review the town's ordinances and policies. They were able to get through roughly half of them and will be reviewing the rest of them. The fee schedule is one which they feel will need to be updated. She also attended the meeting hosted by Sherburne County to discuss the cannabis laws and how the county will address location of dispensaries, grow operations, and use through county ordinances and the public health department. The county attorney's office is assisting both departments to ensure the county ordinances are compliant with the cannabis laws. Local governing bodies will be involved in the process, as most desire the county to oversee this for them.

Supervisor Aubol will be attending the County Planning & Zoning Advisory Board meeting the week following the town board meeting.

Supervisor Brenteson reported CMRP is in the process of writing new by-laws for the approved change to a non-profit organization which will be reviewed and voted on in an upcoming meeting. There will be a few open houses to review the options for the PEL grant application. An in-person in Monticello and a lunch & learn at Lupulin Brewery, as well as an online meeting option.

Treasurer Business

Treasurer's Report

Treasurer Warneke presented the cash balance statement and interim financial reports for the general, road, and fire funds. The town treasury ending balance (less escrows) as of November 08, 2023 equaled \$2,342,956.42. Including escrows, the total town treasury was \$2,436,267.10. Treasurer Warneke told the board the next tax settlement was expected in the next couple of weeks. *Financial Reports are retained as part of the official Minutes and available in the Clerk's Office.*

Motion/Second to approve the Treasurer's report by: Alfords/Brenteson. Approved by: Alfords, Aubol, Brenteson, Hayes, and Hedstrom. None opposed. Motion Prevailed.

Announcement

~Town offices will be closed on Thanksgiving day and Friday after Thanksgiving - Thursday November 23 & 24, 2023.

~ Next Regular Town Board meeting on Wednesday December 13, 2023, commencing at 6:00PM.

Adjournment

Motion/Second to adjourn the Regular Meeting at 7:00PM by: Hayes/Alfords. All Supervisors present approved. Motion Prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas, Clerk

Accepted this 13th day of December, 2023 by the Town of Big Lake Board of Supervisors.

Bruce Aubol, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk